

Information Technology Resource Management Council (ITRMC)
Access Idaho Steering Committee

Meeting Minutes

(Approved by Committee September 25, 2003)

July 24, 2003

The Access Idaho Steering Committee monthly meeting was held on Thursday, July 24, 2003, from 1:35 to 2:35 p.m., in Conference Room 155 of the LBJ Building, Boise, Idaho.

CALL TO ORDER, WELCOME

Chairman **Bill Farnsworth**, who welcomed members and others in attendance, called the meeting to order.

ATTENDANCE

Members Present:

Bill Farnsworth, ITRMC Staff

Jeff Walker, Access Idaho

*Eric Beck, Department of Labor

*Designate

Absent Members:

Chuck Goodenough, Secretary of State's Office

Mark Little, Division of Purchasing

John McAllister, Department of Labor

Susan Simmons, Idaho Transportation Dept.

Rob Spofford, Department of Water Resources

Others Present:

Jon Eckerle, Department of Administration

Emily Gales, ITRMC Staff

MOTION: Walker moved and Farnsworth seconded a motion to approve the June 26, 2003, Access Idaho Steering Committee Meeting Minutes. There were a total of three votes in the affirmative; a quorum of four was needed to pass the motion.

REPORT FROM ACCESS IDAHO

Jeff Walker, Access Idaho, reviewed the monthly Access Idaho **General Manager's (GM) Report** (refer to handout: <http://www2.state.id.us/itrmc/committees/accessidaho/jun03gmreport.pdf>). He mentioned the **Idaho Real Estate Commission's (IREC) online agent license renewal application** recently received national attention when a press release written by Access Idaho's marketing staff was featured on *USA Today's* Web site. The *Coeur d'Alene Press* also inquired about the application.

Regarding the press release, **Eric Beck** (Department of Labor) pointed out that the State home page address, accessidaho.org, was not included.

The online searchable database built last year for the Department of Correction had reduced phone calls to the Department's public information officer by thirty percent, said Walker. Also, calls from the Department of Health and Welfare to Correction were reduced by ninety percent.

A note would be posted to the State home page regarding a twenty-dollar reduction in price for Department of Insurance non-resident online license renewal fees.

Walker then reviewed a **quarterly financial report** with those present.

Online registration for the **Attorney General's (AG's) No Call List** was temporarily unavailable due to maintenance requested by the AG's Office. Once the application was re-released, online registration would be of no charge to consumers. Those who registered after June 30, 2003, would receive a refund. Legislation needed to be passed in order to remove the fee to telemarketers.

The **Ada County vehicle registration renewal application** was complete; the agreement between the county and Access Idaho would be signed on Tuesday, July 29. (For more information, see <http://www2.state.id.us/itrmc/committees/accessidaho/minutes/m030626.pdf>) The Idaho Transportation Department would distribute information to county assessors in August regarding how to implement the application.

REVIEW OF SERVICE LEVEL AGREEMENT

Division of Building Safety – Electrical Bureau SLA, Addendum B, First Amendment

Per Chairman Farnsworth, the Department of Administration's (DoA) deputy attorney general had approved this agreement for signature. Details of changes to the agreement were discussed briefly.

MOTION: Farnsworth moved and Walker seconded a motion to approve the First Amendment of Addendum B to the Division of Building Safety – Electrical Bureau SLA. There were a total of three votes in the affirmative; a quorum of four was needed to pass the motion.

NEW BUSINESS / ADJOURNMENT

Draft ITRMC IT Policy 5020, .Gov Domain /

Draft ITRMC IT Enterprise Guideline G410, Id.gov, Idaho.gov Domains

Chairman Farnsworth presented copies of a draft policy and guideline with regard to the '.gov' domain, explaining recent changes made to the documents per agency feedback received.

Discussion Points:

- Acceptable domain names
- '.Gov' domain ownership. **Jon Eckerle**, Department of Administration, mentioned that the '.gov' domain was then owned by the U.S. Department of Commerce.
- Reason for discussion. Farnsworth explained he had brought the draft documents to the table because the Steering Committee was identified as the deciding body for both Idaho.gov domain name requests, and disputes regarding domain names within the idaho.gov/id.gov domain structures. Department of Administration Director and ITRMC Chairman Pam Ahrens suggested the Committee play these roles, as it 1) already handled issues related to the State web portal, 2) involved multiple agencies, and 3) was a standing ITRMC committee.
- Re-naming and re-branding of the State home page. In answer to a question from Jeff Walker, Chairman Farnsworth advised that if the draft policy were adopted, he envisioned the State home page address would change to 'www.idaho.gov.' He also mentioned that, in initial selection of the State Web site address, accessidaho.org was a second choice (idaho.gov was the first choice, but was not available to states at that time). Per Farnsworth, the portal would need to be re-branded if

its uniform resource locator (URL) were changed. There was later discussion of this issue, and of possible confusion with doing so.

- The number of states using the '.gov' domain
 - Non-State government service delivery organizations' use of the '.gov' domain
 - Possible situations that might warrant a request for exemption from the policy, if approved
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Said Walker, he would rather the Steering Committee focus on oversight of the portal contract, rather than be distracted with other, non-related tasks.

Eric Beck suggested discussion of the Committee's involvement with '.gov' domain issues be deferred to the next meeting of the group.

More Discussion Points:

- Level of Committee involvement. Chairman Farnsworth anticipated the Committee itself would have very few conflicts to resolve/decisions to make with regard to '.gov' domain issues (if the policy and guideline were approved).
 - Alternatives to Steering Committee involvement. One suggestion made was the designation of a subcommittee to the Access Idaho Steering Committee.
 - Logistics of current domain name resolution and future naming conventions
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As there was no other business to come before the Committee, Chairman Farnsworth thanked those in attendance and adjourned the meeting at 2:35 p.m. The next Access Idaho Steering Committee meeting was scheduled for Thursday, August 28, 2003, from 1:30 - 3:00 p.m. in Conference Room 155 of the LBJ Building, 650 West State Street, Boise.

Respectfully submitted,

Emily Gales, ITRMC Assistant